# Make a Plan Whakaritea he mahere











## Make an emergency plan

Emergencies can happen anytime, anywhere. It's up to you to take steps to make sure you're prepared. This template will help you plan to keep your whānau and animals safe. Make sure you refer to the Lifestyle Block Emergency Preparedness Handbook when making your plan.

#### My household plans

#### **My Address:**

Your household members' contact details (Remember to include all the people living on your property)				
Name:	Telephone No:			
Name:	Telephone No:			
Name	Telephone No:			
Name:	Telephone No:			
Name	Telephone No:			
Name	Telephone No:			
Name:	Telephone No:			
Your neighbours' contact details	Your neighbours' contact details			
Name:	Telephone No:			
Name:	Telephone No:			
Name:	Telephone No:			
Name:	Telephone No:			
Name:	Telephone No:			
Name:	Telephone No:			
Important out of town contacts				
Name:	Telephone No:			
Name:	Telephone No:			
Name:	Telephone No:			
Name:	Telephone No:			
Name:	Telephone No:			

Other important contact detai	
Doctor/Medical Centre:	Telephone No:
SDC/GDC/ICC	Telephone No:
Insurance Company:	Telephone No:
Electricity Supplier:	Telephone No:
Water Delivery Service:	Telephone No:
Gas Supplier:	Telephone No:
Fencing Contractor:	Telephone No:
Electrician:	Telephone No:
Plumber:	Telephone No:
Builder:	Telephone No:
Drainlayer:	Telephone No:
Vet:	Telephone No:
Local SPCA:	Telephone No:
Kennel/Cattery:	Telephone No:
Ministry for Primary Industries (MPI):	Telephone No:
Rural Support Trust:	Telephone No:
Livestock Feed Supplier:	Telephone No:
Local Livestock Agent:	Telephone No:
Livestock Trucking Company:	Telephone No:
Petfood/Home kill Company:	Telephone No:
Federated Farmers:	Telephone No:
School:	Telephone No:
Babysitter:	Telephone No:
Other contacts:	Telephone No:
Other contacts:	Telephone No:
Other contacts:	Telephone No:



# IN AN EMERGENCY CALL 111

### Introduction

For information about the possible hazards on your property see Section 1 of the Lifestyle Block Emergency Preparedness Handbook.

What are your property's main hazards? Include information about the areas of your

property prone to flooding, high wind, and any tsunami zones.		

# Managing water on your property

For information and advice about managing water on your property, see Section 3 of the Lifestyle Block Emergency Preparedness Handbook.

What is your primary water source? Do you have a secondary water supply in the event your main water supply is damaged or not available or usable in an emergency event?

Do you need power to access your water? Can you easily access your water supply if you do not have power, or need water to put out a fire?

Draw a map or clip an aerial photo view of your property highlighting the hazard areas, and any high ground safe areas in the event of flood or tsunami.				

# Managing water on your property

Remember to check the water levels in your tank(s) often.

To work out your household water usage refer to Appendix 2, in the Lifestyle Block Emergency Preparedness Handbook.

What is your household water use – daily, weekly and monthly? Remember to include your pets.

	Potable water (safe to drink and use for water preparation)	Non-potable water
Daily		
Weekly		
Monthly		

The date your septic tank was checked and the results of the check?

Date	Results



WARNING: If you enter the tank to clean it, ensure there is adequate ventilation, and another person is present.

### To work out your livestock's water usage refer to Appendix 2, in the Lifestyle Block Emergency Preparedness Handbook.

If you have livestock, how much water do your livestock use – daily, weekly and monthly?

(safe to drink and use for water preparation)  Non-potable water  Non-potable water
Daily
Weekly
Monthly
Are all watercourses on your property clear of any blockages or obstructions which could lead to flooding? This includes catch pits, drains, rain tanks, ponds, wetlands, detention tanks and soakage pits and bores.
Are the watercourses on your property fenced to help prevent animals falling into them?

# Power and phone outages

For information and advice about managing power and phone outages, see Section 4 of the Lifestyle Block Emergency Preparedness Handbook.

Do you have a generator in place to provide electricity in case of a power outage? If yes, does every adult know where it is and how to start and connect it? Check your

generator monthly. Do you have fuel to run the generator, ideally for up to three days?



For life-threatening situations, always phone 111.

Do you have a solar or battery-powered radio so you can keep up with the latest news and emergency alerts? Do you have spare batteries for your radio? Where are your
radio and batteries kept?
If you do not have a generator, does one of your neighbours have one? Have you spoken to them about charging your mobile phone and possibly putting medication in their fridge or meat and frozen food in their freezer?
Name and address of closest neighbour with a generator.

If there is no power, how will you cook and stay warm? Where is your portable cooker kept? Do you have an alternative light source?
Do you have cash in case ATMs are not working? Do you have a spare tank of fuel in case petrol pumps are not working?
How will you retrieve water from your water tank with no power?

# **Property access**

For information and advice about managing access to your property, see Section 4 of the Lifestyle Block Emergency Preparedness Handbook.

Can emergency services vehicles find and access your property (bridges, locked gates and steep driveways)? Is your driveway at least four metres wide and clear from overhanging branches?
Can you enter and exit your property if your driveway or road leading to your property is made inaccessible? Are there any private roads you can use? Can you access and exit your property through one of your neighbours' properties?
Alternative ways to enter and exit your property:
Describe the location of your property and directions to reach it from the nearest major intersection. (Someone working on your property, a visitor or family member unfamiliar with the area may be the one that needs to direct emergency services to your property.)

### **Insurance**

For information and advice about insurance, see Section 5 of the Lifestyle Block Emergency Preparedness Handbook.

The date you reviewed your insurance policy and the results of the review?

Date	Policy number	Results

## **Animal Welfare**

Your animals are your responsibility, so make sure you include them in your emergency planning.

How can you identify your animals? Add relevant registration and microchip details and recent photos.

Do you have enough feed and water for stock and pets to eat and drink for three days or more? Where are they stored?
Do you have cages, carriers and/or horse floats to transport your animals and keep them safe? Where are your cages and carriers kept? Do you have a ramp to load livestock onto trucks? If not, can you use a neighbour's ramp?
What are the NAIT numbers for the animals on your property?



Do you have someone who can look after your animals if you can't get home? Can they access your property, house and sheds where your animals, their feed and medication etc., are kept? Do they know how and where to move your animals to, if they need to be moved off your property?

Animal care people and their contact details:
Where is the higher ground on your property? Can you move your animals to these areas and still get access to them if there is a flood?



Remember if it's not safe for your animals.

#### If you have to shelter at home

For information and advice about sheltering at home, see Section 2 of the Lifestyle Block Emergency Preparedness Handbook.

Sometimes emergencies make it unsafe for people to leave their homes and properties. Stay in your home until emergency services and/or Emergency Management Southland say it is safe to leave. Make sure you have what you, your whānau and your animals need to shelter at home for several days.

Emergency checklist		
Food (for three days or more)		
Water (for three days or more)		
Torch with spare batteries		
Radio with spare batteries		
First aid kit		
Medication (if required)		
Non-perishable food (canned or dried)		
Water for drinking		
Water for washing and cooking		
A gas BBQ or camping cooker		
Toilet paper and large rubbish bags for an emergency toilet		
Face and dust masks		
If you have animals, you will also need to include:		
Water for drinking		
Pet feed/supplementary feed		
Medication (if required)		
Containment (lead, halter, carrier, cage, etc.)		

#### If you have to evacuate

For information and advice about evacuation, see Section 2 of the Lifestyle Block Emergency Preparedness Handbook.

Evacuate immediately if told so by emergency services and/or Emergency Management Southland. People are not asked to evacuate unless there is a real risk to life.

Getaway kit		
Medication		
Cash		
Personal identification		
Insurance and other key documentation		
Any special needs e.g. hearing aids, glasses, mobility aids		
First aid kit, including prescription medicine		
Change of clothes		
Food and water		
Toiletries		
Blankets or sleeping bags		
Face and dust masks		
Car keys and house keys		
If you have animals, you will also need to include:		
Identification		
Medical and vaccination records		
Containment (lead, halter, carrier, cage, etc.)		



Save all your information online for easy access from wherever you are.



#### If you can't get home

For information and advice about what to do if you cannot get home, see Section 2 of the Lifestyle Block Emergency Preparedness Handbook.

Emergencies can happen at any time. You may not be at home when an emergency occurs and may not be able to return to your property for several days.

cooling and may not be able to retain to your property for several days.
Where will you meet if you can't get home (local and out of town)?
If you can't get hold of each other, who will you check in with (someone out of town in case local cell phone towers are overloaded)?
Who will pick up the children if you can't? What are their contact details?

Emergency Management Southland would like to acknowledge the following organisations who have developed this specific emergency plan guidance.

- Auckland Civil Defence and Emergency Management (ACDEM)
- Ministry for Primary Industries (MPI)
- Fire and Emergency New Zealand (FENZ)
- FMG







